

KENTUCKY BOARD OF SOCIAL WORK
MINUTES OF THE BOARD OF DIRECTORS' MEETING
April 7, 2015

A regular meeting of the Kentucky Board of Social Work was held on Tuesday, April 7, 2015 at the board office located at 44 Fountain Place, Frankfort KY 40601 and began at 11:00 a.m.

MEMBERS PRESENT

Dr. Jay Miller, CSW
Hilma Prather, Member at Large
Jay Davidson, LCSW
Janice James, LCSW
Sally Rhoads, LCSW
Sharon Sanders, LCSW

STAFF PRESENT

Florence Huffman, Ex. Dir.
Nina Anglin, Adm. Coordinator

OTHERS PRESENT

Brian Judy, Asst. Atty. Gen, Board Counsel

MEMBERS ABSENT

Bill Adcock, LCSW

Judith Humble, Lisa Croney, Nicole
Nicole Young, and Melissa Johnson

CALL TO ORDER

Dr. Jay Miller, Vice-Chair, called to order the regular meeting of the board at 11:48 a.m.

The board introduced themselves and welcomed our guests. Nicole Young, Clinical Director, Melissa Johnson, Ex. Dir. NASW, Ms. Croney Croney, Pres. KVC, Judith Humble, Clinical Director, KVC.

APPROVAL OF MINUTES

A motion was made by Ms. Prather to approve the minutes of March 3, 2015 as presented. Seconded by Mr. Davidson, motion carried.

EXECUTIVE DIRECTOR REPORT

- a. Operations Report- Ms. Huffman stated to the board that staff is now sending email confirmation to applicants for licensure and supervision contracts submitted letting the individual know that their information was received.
- b. Technology updates- Ms. Huffman will request KY Interactive to update the board website for a minimum charge of \$60 per hour as Ms. Anglin presently does that but has other pressing duties that she must complete.
- c. Presentations
 - Children's Alliance: Bill Adcock and Florence Huffman, April 8, 2015
 - Mr. Adcock and Ms. Huffman attended the Clinical Social Work Society and congratulated Ms. Rhoads on being recognized by the CSWS and also Gov. Beshear on her outstanding service to the social work community.
- d. Conferences
 - ASWB conference scholarship granted for Ms. Huffman to attend the Spring Education Meeting, April 30-May 2, in Seattle
- e. Education & Outreach-Ms. Huffman prepared a document regarding continuing education and what is required. The board is getting calls regarding the Suicide Prevention regulation.
- f. Continuing Education Information – summary for website has been prepared.

Ms. Sanders requested that the agenda be suspended to accommodate today's guests regarding the electronic supervision amendment.

OLD BUSINESS

Amendment to Supervision Regulation to add electronic supervision: 201 KAR 23:070-Ms. James addressed the issue of including supervision-someone filing supervision contract but was not qualified to meet the requirement for the LCSW.

Discussion:

- a. Talked to Mr. Judy to determine if transitional evaluation. Take out 501 (c) (3)
- b. Sharon asked about clinical social work for state employees such as DJJ, Corrections.
- c. Ms. Sanders discussion was held on the fact that no more than 50% of supervision may be done for the month as electronic supervision.
- d. Ms. Croney-after a certain period 25 hrs must be done face to face. No skyping social workers may not do telemedicine. All telehealth must be approved by the telehealth board all equipment, etc. must be approved.
- e. Ms. James-the board did not want to be so specific regarding using skype etc. Mr. Judy stated the system needed to be a secure system that is Medicaid approved, etc.
- f. Ms. Croney-stated that there must be a secure site for supervision. Must use an encrypted system to be HIPPA compliant. Mr. Judy
- g. The regs need to be specific enough to determine if the system is compliant.
- h. Telehealth Board-Ms. Croney is requesting information regarding this board. Ms. James stated it would be up to the Individual agency to maintain compliance. The form should state what the requirements should be. Educational piece must be presented.
- i. Ms. Sanders-build in responsibility to clients of risk for tele-supervision. The dynamic is the same but the medium is different. Mr. Judy-194A.125 falls under the Cabinet for Health and Family Services.
- j. Ms. James- currently would require that at least 1 hr must be face to face. Page 6 line 20.
- k. Ms. James-Page 7 Line 21 Ms. James and Jay Davidson need to work on Transitional Evaluation. Enhance definition section. Define Supervisor of Record, as well as additional supervisor.
- l. Ms. Prather asked Ms. Huffman what the rational was behind this statement on Page 5 line 10. Information did not flow with the requirement.
- m. Ms. Prather- how will this information be allowed to be reviewed by others in the field. Need to frame feedback according to Dr. Miller.
- n. Brian Judy: page 5 line 9 who is requesting the approval.
- o. Ms. Young- Will electronic supervision be allowed only if you ask for it?
- p. Ms. Croney: Would you need to modify the contract for current supervisees? Board answered yes.
- q. Brian stated he didn't think the employment setting would be changing.
- r. Supervised experience documentation form will need to change as well.

- s. Dr. Miller-Do we need modifications or addendums for current supervisees? Ms. James stated we would need a statement from employer stating who is currently under electronic supervision.
- t. Young-Does everyone decide up front whether they will gain from electronic supervision?
- u. Ms. James pointed out on the contract "Plan of Clinical Social Work Activities" will need to change pursuant to the regulation.
 - Going forward if you have something on the contract by checking this box you have read the regulation.
 - Moved away from the idea of having current supervisees change the way they are receiving supervision. The change will be on a revised Supervised Experience Documentation Form to note tele-supervision.
 - Once this language is corrected it will be sent to others for review.

COMMITTEE REPORTS

Complaint Committee Review Report-

12-18-CRC recommends approval for issuance of final order. Seconded by Ms. Prather, motion carried.

14-14- CRC recommends issuance of notice of administrative hearing and issuance of formal complaint. Seconded by Mr. Davidson, motion carried.

14-26- CRC recommends dismissal of complaint as the social worker is deceased. Seconded by Ms. Sanders, motion carried.

14-34- CRC recommends dismissal. Seconded by Ms. Sanders, motion carried.

15-02 - CRC recommends dismissal. Seconded by Mr. Davidson, motion carried.

15-03 – CRC recommends dismissal. Seconded by Ms. Rhoads, motion carried.

15-04 – CRC recommends dismissal. Seconded by Ms. Sanders, motion carried.

15-07 – CRC recommends referral to Supervision Committee. A recommendation will be made at the May 5, 2015 meeting.

Discussion was held regarding supervision requirements and whether it is considered disciplinary action.

Application Committee-

The Application Review Committee reported they had reviewed a person who has been under supervision but no clinical contract in place. Supervision did not come into Kentucky law until 2000. Should application be denied if the exam is not passed? Mr. Judy stated if the exam is not passed the application should be denied. When application is filed you are incorporating the law at this time. Based on the advice of Mr. Judy the application should be approved.

Should a letter be sent to applicants denying the application if the exam is not passed? Discussion regarding following ASWB guidelines allowing one year to take and pass the exam or the application is denied.

ARC recommends approving the particular application based on the regulations of 1998.

Supervision Committee-

No report today.

Continuing Education Committee Review Report

No report today.

FINANCIAL STATEMENT-Florence Huffman

- a. Report of Expenditures and Revenues
 - o Revenues to date \$241,454.76
 - o Expenditures to date \$216,727.71
- b. Travel and Per Diem Justin Miller, Ph.D., Vice Chair
- c. Action Item: Approval of board members' travel and per diem Travel and Per Diem. Motion to approve travel and per diem, Ms. James. Seconded by Ms. Rhoads, motion carried.

NEW BUSINESS

Question: Are electronic transcripts considered "official transcripts" with application for licensure?

- Action Item-Application for licensure: The board will allow unofficial printed version.
- To issue a license, the board must receive official transcript whether electronic or from the registrar's office. Motion was made by Ms. James, seconded by Ms. Rhoads.

Ms. Croney stated the board might want to develop a supervision course that gives more information regarding supervision other than the regulation and forms used. Ms. James stated the board is happy to assist with agency requests, etc. and to attend meetings if invited to explain requirements.

ADJOURNMENT

Being no further business to come before the Board, a motion was made to adjourn. Seconded by acclamation, motion carried. The meeting adjourned at 1:45 p.m.

NEXT MEETING:

The next regularly scheduled board meeting will be held at the Board offices on Tuesday, June 2, 2015 beginning at 11:00 a.m. Committees will meet at 10:00 a.m.

Approved:



William M. Adcock, Chair